

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
of the
HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE
Held at 5:00 PM Thursday, March 8, 2012
437 SW 4th Avenue • Fort Lauderdale, Florida • 33315 • (954) 525-6444**

Item 1. Roll Call

The meeting was called to order and the following Board members were present:

Chair, James Camp III
Vice Chair, Robert W. Kelley (arrived at 5:14 P.M.)
Board member Dr. Nicholas Tranakas
Board member Shirley Carson
Board member Maria Freeman

Absent: None

Staff:

Mike Tadros, CFO

Guest:

None

Item 2. Review and Approval of the March 8, 2012 Regular Meeting Agenda

The Agenda was reviewed and no corrections or changes noted. Commissioner Tranakas moved approval; Commissioner Carson seconded. All voted in the affirmative.

Item 3. Review and Approval of the December 8, 2011 Regular Meeting Minutes

The Minutes were reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Tranakas seconded. All voted in the affirmative.

Item 3 (a) Review and Approval of the January 26, 2012 Special Board Meeting Minutes

The Minutes were reviewed and no corrections or changes noted. Commissioner Tranakas moved approval; Commissioner Carson seconded. All voted in the affirmative.

Item 4. SECRETARY'S REPORT

1. RESOLUTION 12-02

Write-off of Collection Losses for F/Y 2011

Included in the Agenda, as **Attachment 1**, was a summary of the HACFL'S write-off of collection losses for fiscal year end December 31, 2011. Board approval of write-off is required for the audit.

The E.D. reviewed this item with the Board, responded to questions and recommended that the Board adopt **Resolution12-02** approving the write-off of collection losses for FYE December 31, 2011.

Commissioner Tranakas moved the approval of Resolution12-02; Commissioner Carson seconded. All voted in the affirmative.

2. Un-audited Financial Statements for FYE 12/31/2011

Copies of the FYE 12/31/2011 financial statements for the following programs were included as **Attachment 2**:

- a. Public Housing
- b. Section 8 Program
- c. Affordable Housing
- d. Central Office

The E.D. & Mike Tadros, CFO, reviewed each program with the Board.

3. HUD Office of the Inspector General (OIG) Report

At the August 18, 2011 Board meeting the E.D. informed the Board that the HUD Field Office was conducting an On-site Review of Expenditures and other Compliance Requirements for the American Recovery and Reinvestment Act (ARRA) Capital Funds.

The E.D. discussed the completed audit report and the efforts to resolve one final issue. The final report will be made available to the Board for review.

4. Development Updates

The E.D. updated the Board on the following:

- **North West Gardens III (old Sunnyland)**
First occupancy to be effective March 1, estimated to be fully occupied in 3 to 4 months.
- **Dr. Kennedy Homes**
Estimated to start opening up by August/September
- **Tax Credit Applications Pending**
Sailboat Bend Apartments (renovation)
North West Gardens II (10th Terrace & 11th Ave.), North West Gardens IV & Sistrunk Gardens Apartments. Results will be available end of March early April

5. Executive Director's 2011 Expense Summary

Attachment 3 was a copy of the E.D.'s 2011 expense summary for the Boards review and approval. Commissioner Tranakas moved the motion to approve the expense report; Commissioner Freeman seconded. All voted in the affirmative.

Note: Item 6 was discussed last.

6. Executive Director's Annual Performance Review

The E.D.'s annual performance review was due January 1, 2012. **Attachment 4** was a questionnaire (emailed previously) to be completed and returned to the Chair for discussion.

The Chair reviewed the completed questionnaires, E.D. accomplishments (2011) and salary comparisons with the Board. After discussion and input from the Commissioners, the recommendation was to increase to the Executive Director's annual salary by 3% (\$5,296.50) to \$181,846.50.

Commissioner Tranakas moved the motion to approve the recommended annual evaluation salary increase of 3%; Commissioner Carson seconded. All voted in the affirmative. Increase to be paid retroactive to anniversary date of January 01, 2011.

7. Schedule Executive Session

The ED requested that an Executive Session be scheduled for the next Board meeting, April 12, 2012, or at another date depending on Legal Counsel and the Commissioners' schedule.

The purpose of this Executive Session will be to discuss Pending Litigation with the City of Fort Lauderdale.

The following persons shall be in attendance at the Executive Session:

Chairman, James D. Camp III, Vice-chair, Robert W. Kelley, Commissioner, Shirley Carson, Commissioner, Nicholas Tranakas, Commissioner, Maria Freeman, Executive Director Tam English, Legal Counsel, Don Lunny Jr. and Tom Tatum.

Commissioner Tranakas moved the motion to accept; Commissioner Carson seconded. All voted in the affirmative.

Item 5. NEW BUSINESS

1. Sunnyreach Acres Change Orders (CO)

At the July 14, 2011 meeting the Board approved the bid from SA Consultants to redo the stucco at Sunnyreach Acres high-rise building.

The following change orders to complete stucco work were presented for discussion and approval:

- | | | |
|-------------|---------------------|-------------|
| • CO # 1 | (seal windows) | \$49,569.00 |
| • CO # 3 | (parapet walls) | 41,707.00 |
| • CO # 4-11 | (waterproofing) | 36,606.00 |
| • CO # 12 | (additional stucco) | 64,225.00 |

The E.D. requested a motion to approve the above referenced change orders to complete stucco work at Sunnyreach Acres high-rise building. Commissioner Tranakas moved the motion to approve; Commissioner Kelley seconded. All voted in the affirmative except for Commissioner Freeman who abstained.

2. Sunnyreach Acres Interior Lighting

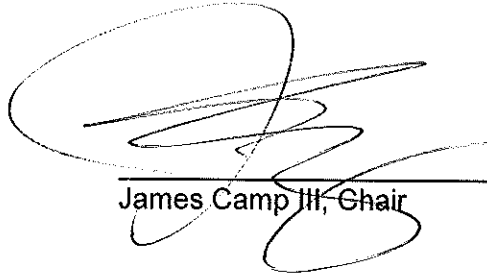
The following bids were submitted to complete interior lighting at Sunnyreach Acres High-rise building: This item was discussed previously.

- Fischer Electric - \$43,055
- Jarrett Electric - \$39,730
- Live Wire Electric - \$48,450

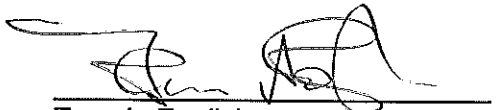
Jarrett Electric (lowest bid) was selected to provide Interior lighting at the Sunnyreach High-rise. Commissioner Tranakas moved the motion to approve; Commissioner Kelley seconded. All voted in the affirmative.

Item 6. Adjournment

There being no further discussion, the meeting was adjourned. Commissioner Freeman moved the motion to adjourn; Commissioner Kelley seconded. All voted in the affirmative.


James Camp III, Chair

ATTEST:


Tam A. English
Executive Director/CEO/Secretary